



DONALD L. WOLFE, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

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P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

November 14, 2006

IN REPLY PLEASE

REFER TO FILE: **AE-2**

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**AS-NEEDED ARCHITECTURAL ENGINEERING DESIGN  
AND DESIGN REVIEW SERVICES  
VARIOUS COUNTY PROJECTS  
AWARD OF CONSULTANT SERVICES AGREEMENTS  
ALL SUPERVISORIAL DISTRICTS  
3 VOTES**

### **IT IS RECOMMENDED THAT YOUR BOARD:**

Award and authorize the Director of Public Works to execute Consultant Services Agreements with Wayne C. Siu Architects/Ming Yang Yeh Associates, Rachlin Architects, GKK Works, James D. Black, JC Chang, Tetra Design, and STV Incorporated to provide as-needed architectural engineering (A/E) design and design review services for various County projects for a 3-year term with each firm. The Agreements shall not exceed a \$400,000 fee each for an aggregate total of \$2.8 million

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The recommended Agreements will provide in-place A/E Agreements for the direct use of project managers to rapidly obtain A/E services for relatively small projects and provide supplemental A/E services for in-house design and design review to expand the breadth of available expertise and the ability to meet schedules during peaks in workload.

Public Works is experiencing an increasing number and various types of projects that require A/E design services. Examples include the renovation/improvement of various County buildings, various Public Works facilities, and County capital projects. The recommended Consultant Services Agreements will expand our ability to deliver relatively small capital projects efficiently and provide design and design review services within desired timeframes.

### **Implementation of Strategic Plan Goals**

This action will meet the County Strategic Plan Goals of Service Excellence and Organizational Effectiveness. The use of as-needed Consultant Services Agreements has enabled Public Works to better manage fluctuations and increases in workload while providing quality services in a responsive manner to our clients.

### **FISCAL IMPACT/FINANCING**

The Contract period will be for three years with each firm. The value of each Consultant Services Agreement is \$400,000, totaling \$2.8 million for the seven Consultant Services Agreements.

Sufficient funds to finance these Agreements for Fiscal Year 2006-07 are included in the 2006-07 Public Works' Facility Project Management General Fund. Funding for future years will be included in the 2007-08 and 2008-09 Budget requests. Costs in the Facility Project Management General Fund will be recovered through billings to capital projects. There will be no impact on net County costs.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard Consultant Services Agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for termination, renegotiation, and hiring qualified displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for Contract award, Wayne C. Siu Architects/Ming Yang Yeh Associates, Rachlin Architects, GKK Works, James D. Black, JC Chang, Tetra Design, and STV Incorporated are willing to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the Contract specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify their employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Wayne C. Siu Architects/Ming Yang Yeh Associates, Rachlin Architects, GKK Works, James D. Black, JC Chang, Tetra Design, and STV Incorporated are in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

### **ENVIRONMENTAL DOCUMENTATION**

A finding of environmental impact is not required for award of the Consultant Services Agreements for this scope of work.

### **CONTRACTING PROCESS**

On April 24, 2006, Public Works issued a Request for Proposals (RFP) to 65 firms. On May 30, 2006, 25 firms responded to the RFP. An Evaluation Committee, consisting of Public Works' technical and project management staff, evaluated the proposals. Evaluation of the firms was based on technical expertise, proposed work plan, experience, personnel, qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, or gender. Based on their review and evaluation of the proposals, the Evaluation Committee recommended Wayne C. Siu Architects/Ming Yang Yeh Associates, Rachlin Architects, GKK Works, James D. Black, JC Chang, Tetra Design, and STV Incorporated as the best qualified firms to perform the specified services.

The Agreements with Wayne C. Siu Architects/Ming Yang Yeh Associates, Rachlin Architects, GKK Works, James D. Black, JC Chang, Tetra Design, and STV Incorporated include a cost-of-living adjustment provision that is consistent with your Board's policy and will be applied in the second and third years of the Agreements.

As requested by your Board on February 3, 1998, the RFP was listed on the Doing Business with Us website. A copy of the website posting is enclosed for your reference.

The Community Business Enterprises Participation Data for Wayne C. Siu Architects/Ming Yang Yeh Associates (25 percent), Rachlin Architects (27 percent), GKK Works (30 percent), James D. Black (50 percent), JC Chang (5 percent), Tetra Design (47 percent), and STV Incorporated (25 percent), along with their 3-year contracting histories, are on file with Public Works.

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Public Works has evaluated and determined that Los Angeles County Code Chapter 2.201 does not apply to the recommended Agreements. These Agreements are exempt from the requirements of Proposition A because the services are required on a part-time and intermittent basis.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no impact on current County services or projects during the performance of the recommended consultant services.

**CONCLUSION**

Please return one adopted copy of this letter to Public Works.

Respectfully submitted,

DONALD L. WOLFE  
Director of Public Works

JWF:ns

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Enc.

cc: Chief Administrative Office  
County Counsel  
Office of Affirmative Action Compliance  
Department of Public Social Services (GAIN/GROW Program)

## Bid Information

**Bid Number :** AEDT000099

**Bid Title :** As-Needed Architectural/Engineering Design/Design Review Services

**Bid Type :** Service

**Department :** Public Works

**Commodity :** ARCHITECTURAL DESIGN SERVICES - BUILDING

**Open Date :** 4/24/2006

**Closing Date :** 5/23/2006 5:00 PM

**Notice of Intent to Award :** [View Detail](#)

**Bid Amount :** \$ 000

**Bid Download :** [Available](#)

**Bid Description :** The County of Los Angeles is inviting proposals from qualified architect/engineering firms to provide design/design review services for various projects in the County of Los Angeles.  
Request copies of the Request for Proposals from David Asato at [dasato@ladpw.org](mailto:dasato@ladpw.org).

**Amendment Date : 5/24/2006** The proposal submittal deadline has been extended to 5:00 pm, 5-30-06.  
See attached Notice A.

**Contact Name :** David Asato

**Contact Phone# :** (626) 458-2586

**Contact Email :** [dasato@ladpw.org](mailto:dasato@ladpw.org)

**Last Changed On :** 5/24/2006 5:25:50 PM

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